

LEGAL NOTICE  
REQUEST FOR PROPOSAL  
TOWN OF ELLINGTON

SERVICE AND MAINTENANCE OF COMPUTER SYSTEM

Sealed proposals will be received by the Town of Ellington, acting through its Finance Officer, to provide service and maintenance for its Microsoft-based network and 86 workstations, file servers, peripherals and off-site back-up and to install upgrades and new software as acquired. The Town will enter into a one (1) year contract for service with the option to extend up to four (4) additional one (1) year periods.

Proposals are to be delivered to the Finance Officer, Ellington Town Hall clearly marked SERVICE AND MAINTENANCE OF COMPUTER SYSTEM sealed and shall be directed to:

Nicholas J. DiCorleto, Jr., Finance Officer  
Town of Ellington  
55 Main Street  
Ellington, CT 06029

Proposals will be received until 2:00 P.M., TUESDAY, MARCH 2, 2010. Proposals will then be publicly opened, reviewed for compliance with proposal procedures as to copies, enclosures and attachments in the Meeting Hall of Town Hall.

Specifications and Contract Documents may be obtained at the office of the Finance Officer, 55 Main Street, Ellington, Connecticut during normal business hours, on or after February 16, 2010.

No proposal may be withdrawn for a period of ninety (90) days after opening of the proposals without approval and written consent of the Town of Ellington.

The Town of Ellington reserves the right to reject any or all proposals, to waive any informalities, omissions, excess verbiage or technical defects in the bidding and the Town need not necessarily award the contract to the proposer offering the lowest price if, in the opinion of the Town, it would be in the best interest of the Town of Ellington to accept another proposal.

TOWN OF ELLINGTON

By Nicholas J. DiCorleto, Jr.  
Nicholas J. DiCorleto, Jr.  
Finance Officer